



COUNTY OF SAN DIEGO

**Great Government Through the General Management System – Quality, Timeliness, Value**  
DEPARTMENT OF HUMAN RESOURCES

CLASS SPECIFICATION

CLASSIFIED

PARK MAINTENANCE WORKER

Class No. 006347

■ CLASSIFICATION PURPOSE

To perform minor skilled and unskilled structural maintenance/repair work at county park facilities; and to perform related work as required.

■ DISTINGUISHING CHARACTERISTICS

Positions in this class are allocated only to the Department of Parks and Recreation. Under direct supervision, Park Maintenance Workers are responsible for performing a variety of structural and grounds maintenance/repair work for County parks and facilities. This class differs from the next higher level, Senior Park Maintenance Worker, in that the latter is responsible for providing first-line supervision over a group of subordinate Park Maintenance Workers.

■ FUNCTIONS

**The examples of essential functions listed in the class specification are representative but not necessarily exhaustive or descriptive of any one position in the class. Management is not precluded from assigning other related functions not listed herein if such functions are a logical assignment for the position.**

Essential Functions:

1. Performs minor repairs/improvements and maintains the cleanliness and orderliness of park grounds (lawns, shrubs, trees, and vegetation) and facility structures (rest rooms, offices, parking lots, benches, irrigation systems, and other park facilities).
2. Performs basic construction tasks in maintaining and repairing erosion control, diversion, and drainage systems to protect park facilities.
3. Maintains and performs minor repair on park facility structures.
4. Operates and performs minor maintenance on trucks, tractors, mowers, or other light automotive mechanical equipment.
5. Operates and performs minor repairs on hand-held power and gardening tools.
6. Assigns, trains, and reviews the work of public service workers performing park maintenance work.
7. Assists higher-level Parks staff in maintaining records and reports and monitoring contractor maintenance services.
8. Provides responsive, high quality service to County employees, representatives of outside agencies and members of the public by providing accurate, complete and up-to-date information, in a courteous, efficient and timely manner.

Non-Essential Functions:

1. Maintains the security of county park property.
2. May collect fees and provide information to the public concerning the use of park facilities.

■ KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of:

- Methods and techniques of park care and operations.
- Maintenance and repair techniques regarding park structures, facilities, and sprinkler irrigation systems.
- Methods and techniques of performing gardening tasks on lawns, plants, and shrubs.
- Basic carpentry, plumbing, masonry, painting, and electrical maintenance.
- County customer service objectives and strategies.

- Training principles and techniques.

Skills and Abilities to:

- Operate and maintain automotive and hand-held power tools and equipment.
- Use hand tools for gardening, and performing semi-skilled maintenance work for park structures, including carpentry, plumbing, electrical, and masonry tasks.
- Perform basic mathematics.
- Communicate effectively orally and in writing.
- Establish effective working relationships with management, employees, employee representatives and the public representing diverse cultures and backgrounds.
- Treat County employees, representatives of outside agencies and members of the public with courtesy and respect.
- Understand and interpret written and oral instructions.

■ EDUCATION/EXPERIENCE

Education, training, and/or experience that demonstrate possession of the knowledge, skills and abilities listed above. An example of qualifying education/experience is: one (1) year of full-time experience performing a variety of semi-skilled structural and grounds maintenance work, including carpentry, plumbing, painting, electrical repairs, and gardening, for an organization or agency. Previous experience performing structural and grounds maintenance work for public parks and recreational areas is highly desirable.

■ ESSENTIAL PHYSICAL CHARACTERISTICS

**The physical characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of the classification. Reasonable accommodation may be made to enable an individual with qualified disabilities to perform the essential functions of a job, on a case-by-case basis.**

Frequent: walking, standing, bending and twisting of neck, bending and twisting of waist, squatting, climbing, kneeling, crawling, repetitive use of hands, including simple and power grasping and fine manipulation, pushing and pulling, and reaching above and below shoulder level. Occasional: sitting. Must be able to lift and carry up to 50 lbs., and occasionally 70 lbs.

■ SPECIAL NOTES, LICENSES, OR REQUIREMENTS

License

A valid California class C driver's license, which must be maintained throughout employment in this class, is required at time of appointment, or the ability to arrange necessary and timely transportation for field travel. Employees in this class may be required to use their own personal vehicle.

Certification/Registration

None required.

Working Conditions

May be subject to occasional overtime and weekend work. May be subject to driving cars, trucks, tractors, and other equipment. May be subject to working around equipment and machinery, walking on uneven ground, and working at heights. May be subject to exposure to excessive noise, extremes in temperature, humidity or wetness, dust, gas, fumes, or chemicals, and require the use of special visual or auditory protective equipment. May be subject to working with biohazards.

Background Investigation

Must have a reputation for honesty and trustworthiness. Misdemeanor and/or felony convictions may be disqualifying depending on type, number, severity, and recency. Prior to appointment, candidates will be subject to a background investigation.

Probationary Period

Incumbents appointed to permanent positions in this class shall serve a probationary period of 6 months (Civil Service Rule 4.2.5).

**New: June 22, 1976**

**Revised: June 17, 1993**

**Reviewed: Spring 2003**

**Revised: May 6, 2004**

**Revised: March 31, 2006**